

Monthly FMD Webinar 4

1. ARI Update - Asset and Contacts Management Tab (Replaces Driver Updates Tab)

- Where AFCs will go to update driver information and overnight parking address information
- All of this information is listed within 3 sections as seen below:

DRIVER

First Name	Last Name
<input type="text" value="TIM"/>	<input type="text" value="SYLVESTER"/>

PHONE AND EMAIL

Work Phone	Ext	Home Phone	Cell Phone
<input type="text" value="(304) 957-8230"/>	<input type="text"/>	<input type="text" value="(000) 000-0000"/>	<input type="text" value="(304) 531-6708"/>
Fax	Email		
<input type="text" value="(304) 558-4119"/>	<input type="text" value="LEIGH.A.JACKSON@WV.GOV"/>		

ADDRESS INFO

Address 1	Address 2	Address 3	City *
<input type="text"/>	<input type="text"/>	<input type="text" value="KANAWHA"/>	<input type="text" value="CHARLESTON"/>
State/Province *	ZIP/Postal Code		
<input type="text" value="WV"/>	<input type="text" value="25305"/>		

2. ARI is requiring a recommendation from FMD for any new vendor registration

- Any agency wanting a vendor added to ARI will need to send their FMD account rep an email containing the vendor's contact info.

3. ARI has been set up to receive payment electronically through the EFT process

- This means no more paper checks

4. Remember to check Purchasing website for tire change orders

- On March 18th a few new tires were added to the contract
- [Link to Purchasing's Goodyear Tire contract can be found here](#)

FMD's available services and the benefits of using FMD services